COURSE OUTLINE

(1) GENERAL

SCHOOL	Engineering		
ACADEMIC UNIT	Financial & Management Engineering		
LEVEL OF STUDIES	Undergraduate		
COURSE CODE		**SEMESTER**	**9th**
COURSE TITLE	Project Management		

INDEPENDENT TEACHING ACTIVITIES *if credits are awarded for separate components of the course, e.g. lectures, laboratory exercises, etc. If the credits are awarded for the whole of the course, give the weekly teaching hours and the total credits*	**WEEKLY TEACHING HOURS**	**CREDITS**
Credits are awarded for the whole course	3	5
Add rows if necessary. The organisation of teaching and the teaching methods used are described in detail at (d).		

COURSE TYPE *general background, special background, specialised general knowledge, skills development*	Specialised general knowledge
PREREQUISITE COURSES:	None
LANGUAGE OF INSTRUCTION and EXAMINATIONS:	Greek
IS THE COURSE OFFERED TO ERASMUS STUDENTS	No
COURSE WEBSITE (URL)	http://www.fme.aegean.gr/en/c/project-management

(2) LEARNING OUTCOMES

Learning outcomes

The course learning outcomes, specific knowledge, skills and competences of an appropriate level, which the students will acquire with the successful completion of the course are described.

Consult Appendix A

- *Description of the level of learning outcomes for each qualifications cycle, according to the Qualifications Framework of the European Higher Education Area*
- *Descriptors for Levels 6, 7 & 8 of the European Qualifications Framework for Lifelong Learning and Appendix B*
- *Guidelines for writing Learning Outcomes*

By completing this module, each student will be able to:

- Understand the fundamentals of project management
- Plan a project in a correct manner by taking into consideration time, cost, and quality. Manage also the risks of a project
- Accomplish successfully a project by taking into consideration project planning (processes, teams), project management and control of sound execution
- Implement the main methods and techniques of project management such as PERT, Gantt Chart, Work Breakdown Structure, CPM method, budget planning, etc.
- Problem solving and decision making concerning the execution of a project
- Use of software tools (MS-Project) in order to plan and execute a project efficiently

General Competences

Taking into consideration the general competences that the degree-holder must acquire (as these appear in the Diploma Supplement and appear below), at which of the following does the course aim?

Search for, analysis and synthesis of data and information, with the use of the necessary technology

Project planning and management

Respect for difference and multiculturalism

Adapting to new situations *Decision-making* *Working independently* *Team work* *Working in an international environment* *Working in an interdisciplinary environment* *Production of new research ideas*	*Respect for the natural environment* *Showing social, professional and ethical responsibility and sensitivity to gender issues* *Criticism and self-criticism* *Production of free, creative and inductive thinking* *……* *Others…* *…….*

- Project planning and execution
- Decision making
- Team work
- Search for, analysis and synthesis of data
- Application of optimization methods and techniques
- Choose and assess of operations tools for project management
- Production of free, creative and inductive thinking

(3) SYLLABUS

Most companies and organisations understand that they are based on projects, which means that the majority of their operations, that have a significant added-value, are based on projects. The main aim of this course is the understanding of the role of project management as well as of the tool and techniques that can be used for optimal project planning and assessment such as CPM, PERT, Gantt chart, project budgeting process, etc. The course includes an overview of project management processes such as project planning, project execution, as well as special knowledge that deal with the competences and skills that a Project Manager should have such as control techniques, human resource planning, problem solving, and decision making. Last but not least, the course includes a laboratory part where students work on real-life projects by using MS-Project software tool.

The syllabus of the course is as follows:

- Introduction to project management: Definitions and main characteristics
- Strategic project management
- Time management
- Cost and quality planning
- Plan analysis and risk assessment
- Project management: processes and teams
- Management and leadership in a project environment
- Project control
- Problem solving and decision making
- Project finalization and re-assessment

TEACHING and LEARNING METHODS - EVALUATION

DELIVERY *Face-to-face, Distance learning, etc.*	• Face-to-face
USE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY *Use of ICT in teaching, laboratory education, communication with students*	Use of ICT in teaching, laboratory education
TEACHING METHODS *The manner and methods of teaching are described in detail.* *Lectures, seminars, laboratory practice, fieldwork, study and analysis of bibliography,*	

Activity	*Semester workload*
Lectures	30
Self-study	60
Case studies	57

tutorials, placements, clinical practice, art workshop, interactive teaching, educational visits, project, essay writing, artistic creativity, etc. *The student's study hours for each learning activity are given as well as the hours of non-directed study according to the principles of the ECTS*	Team project 50 Final exam 3 Course total 200
STUDENT PERFORMANCE EVALUATION *Description of the evaluation procedure* *Language of evaluation, methods of evaluation, summative or conclusive, multiple choice questionnaires, short-answer questions, open-ended questions, problem solving, written work, essay/report, oral examination, public presentation, laboratory work, clinical examination of patient, art interpretation, other* *Specifically-defined evaluation criteria are given, and if and where they are accessible to students.*	***Evaluation type*** / ***Percentatge (%)*** Exams (mid-term and final) 80% Team project 20% Total 100% The evaluation criteria described above are available in the webpage of the course

(4) ATTACHED BIBLIOGRAPHY

- Suggested bibliography:

- Maylor, H. (2003) "Project Management», 3rd English edition, Kleidarithmos Publications, ISBN 960-209-853-8 (In Greek)
- Jack R. Meredith, J.R., Mantel Jr., S.J. (2008) Project Management: A Managerial Approach, Wiley publications
- Kerzner, H. (2009) Project Management Case Studies, Wiley publications
- PMI (2008) Project Management Body of Knowledge, Project Management Institute, USA
- Kyrittopoulos, K. (2006), Handbook of Project Risk Management" Kleidarithmos Publications (In Greek)

- Related academic journals:

- International Journal of Project Management
- International Journal of Project Organisation and Management
- International Journal of Managing Projects in Business
- The Journal of Modern Project Management
- Project Management Journal (PMI)
- International Journal of Information Systems and Project Management
- International Journal of Information Technology Project Management